

INTERLOCAL SERVICES AGREEMENTS

- State law provides broad authorization for local units of government to enter into contracts for shared services through the Interlocal Services Act (N.J.S.A.40:8A-1 et seq.):
 - Involves two or more of the following local units of government: municipality; county; school district; regional authority or district; and autonomous authority, board, commission or district (with consent of the creating local unit).
 - **Limited to services which each entity could otherwise legally perform for itself (N.J.S.A. 40:8A-5).** Allowable shared services activities:
 1. General administration
 2. Financial Administration
 3. Health, police and fire protection
 4. Environmental services
 5. Youth, Senior Citizen, welfare and social service programs
 6. Code enforcement
 7. Assessment and collection of taxes
 8. Joint municipal courts
- District board of education must adopt a resolution authorizing such contract, and must provide for public notification and inspection of the proposed resolution at least one week prior to adoption (N.J.S.A. 40:8A-4).
- A Shared Services Agreement must be in the form of a contract tailored to the specific needs of the entities involved that, at a minimum, includes the following information (N.J.S.A. 40:8A-6):
 - Nature and scope of the service(s) to be performed
 - Measurable performance standards
 - Assignment of responsibility
 - Cost allocation
 - Duration of the contract (7 years unless otherwise specified in the contract)
 - Procedure for payment
 - Dispute resolution
- Interlocal Services Act does not amend or repeal any other existing laws governing school districts; must be in compliance with existing school laws under N.J.S.A. 18A.
- DOE Regional Office's are available to provide assistance in identifying opportunities and establishing agreements.
- Department of Community Affairs (DCA) is the lead agency for questions on shared services:
 - John Rasimowicz, Manager, Regionalization and Special Services
609-984-7764; jrasimowicz@dca.state.nj.us